

Returning to Campus and COVID-19: What I Need to Know and Do

Developed and Presented by the Department of
Human Resources, Environmental Health and
Safety, and Dean of Students

July 2020

We Will Cover

- General information, i.e., what is COVID-19; CDC/State guidelines, etc.
- Returning to Campus
- On Campus (living and/or working)
- Health and Safety
- Disinfecting your work/living area
- Campus restrictions
- Pandemic Recovery Plans

Welcome Back to NJIT!

We hope that you and your family are doing well.

As we continue to navigate through these challenging times and reopen the campus during the Coronavirus 2019 (COVID-19) pandemic, we want the NJIT community to remain safe and well. The university has taken extensive measures to ensure your safety, and comply with government mandates and recommendations from public health authorities.

Please review this short presentation on things you can do to help safeguard yourself and members of our community.

Be Vigilant. Be Safe. Be Well.



New Jersey Institute of Technology

What is COVID-19?

- The World Health Organization (WHO) has named the disease caused by the novel coronavirus "COVID-19", with CO for corona, VI for virus, D for disease, and 19 for the year the outbreak was first recognized, late in 2019.
- The COVID-19 novel coronavirus is a new type of coronavirus that has not been previously identified. It is thought to have jumped from animals to humans and has caused the current pandemic.
- The COVID-19 virus is a respiratory pathogen that is highly contagious, and it is far more lethal than the flu virus.

What are the Symptoms?

- When infected with COVID-19, some people may exhibit no or minor symptoms, while others may become very sick. The severity of the virus ranges from person to person. People with preexisting health issues have had a higher risk of developing more severe COVID-19 illnesses.
- People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:
 - ✓ Fever or chills
 - ✓ Cough
 - ✓ Shortness of breath or difficulty breathing
 - ✓ Fatigue
 - ✓ Muscle or body aches
 - ✓ Headache
 - ✓ New loss of taste or smell
 - ✓ Sore throat
 - ✓ Congestion or runny nose
 - ✓ Nausea or vomiting

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

When is Someone Infectious?

- The onset and duration of viral shedding and period of infectiousness for COVID-19 are not yet conclusively known; however, early evidence indicates that people are likely most infectious right after contracting the virus, possibly before knowing they're sick.
- It is possible that COVID-19 may be detectable in the upper or lower respiratory tract for weeks after illness onset, similar to infection with MERS-CoV and SARS-CoV. However, detection of the virus does not necessarily mean that the infectious virus is present.
- Asymptomatic infection, which has been reported, though it is not yet known what role asymptomatic infection plays in transmission. Similarly, the role of pre-symptomatic transmission (infection detection during the incubation period prior to illness onset) is unknown and the incubation period may range from 2-14 days.

Is there a Cure or Vaccine?

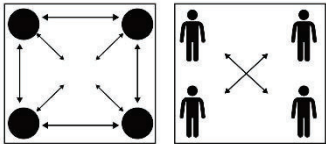
- There is currently no vaccine to prevent COVID-19.
- Best way to prevent illness → Avoid being exposed to this virus.
- The virus is thought to spread mainly from person-to-person.
- It may be possible to contract the virus by touching a surface or object that has the virus on it and then touching your mouth, nose, or possibly eyes.
- Currently, the risk of COVID-19 spreading from animals to people is considered to be low. However, there have been a small number of pets worldwide infected due to close contact with people infected with COVID-19.
- Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Social Distancing

- Enforcing social distancing which will be required in all locations on campus until the guidelines are relaxed by federal, state, and local authorities.
- NJIT will follow CDC recommendations for social distancing through phase 3 of our recovery plan
- When visitors are allowed on campus, Visitors will be required to follow the same guidelines regarding face coverings, social distancing, and self monitoring/testing as the NJIT community members. Their host will be responsible for communicating these requirements prior to their visit.



For mutual safety and protection,
ALL NJIT elevator cars
will implement SOCIAL DISTANCING.



Maximum Passengers: 4

Thank you for your cooperation



Social Distancing

Maintain at least 6 feet (2 meters) of physical space from others.

- Avoid gatherings and crowded places.
- Comply with travel restrictions.

Use spatial references to identify 6 feet.



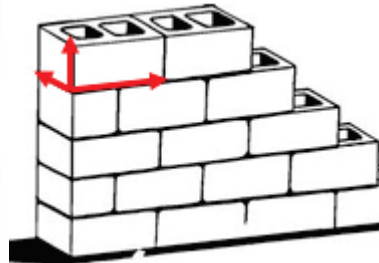
2 Arms Length

On average, your arm span is equal to or slightly greater than your height.



Floor Tile Dimensions

12 in. x 12 in.



Wall Dimensions

8 in. x 8 in. x 16 in



Door Width

The average width of one door is about 28 to 36 in.

Range 60 in. to 72 in.



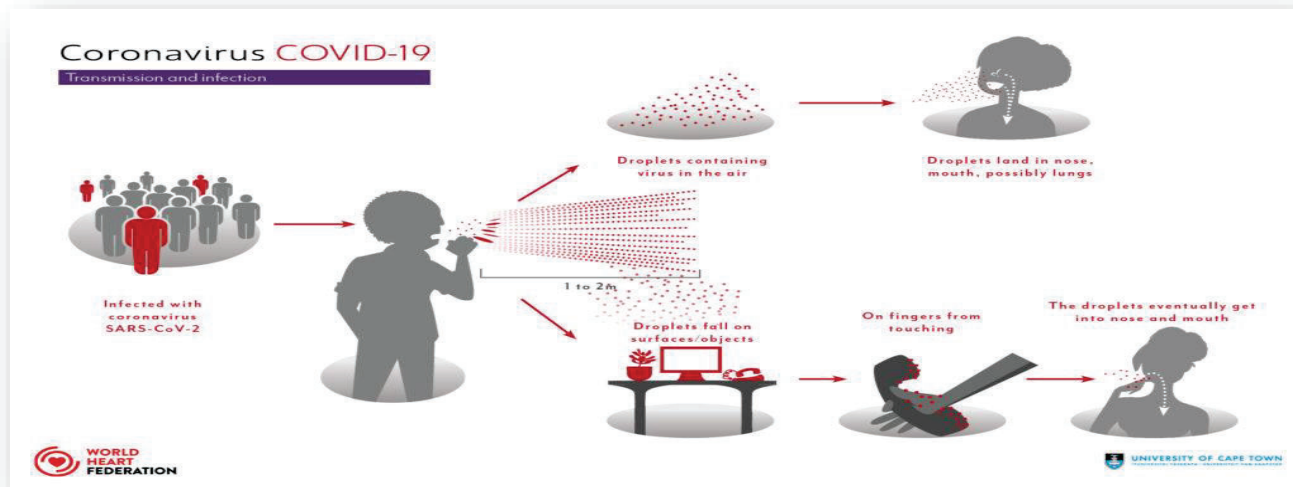
Ceiling Tile Dimensions

2 ft. x 4 ft.

How Do We Stop the Spread?

Maintain Social Distancing to Reduce the Spread of the Virus.

The virus is spread from person to person through the production of respiratory droplets from an infected person that coughs, sneezes or talks within close proximity (≤ 6 feet or 2 meters) to other people. Thus, leading to droplets landing in the mouths or noses, or possibly being inhaled into the lungs of nearby people.



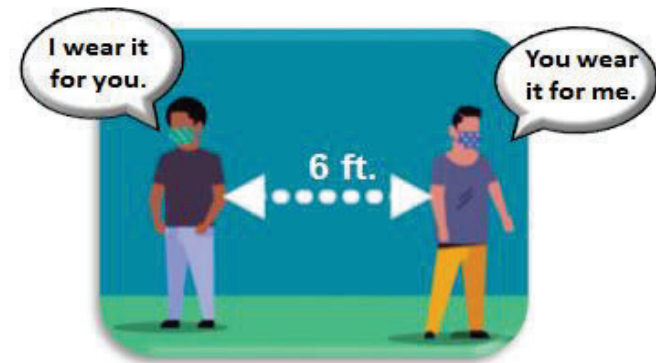
Preventing the Spread

Cover your mouth and nose with a cloth face cover.

- Everyone should wear a face cover or mask.
- The face cover is meant to protect other people from you.
 - **Remember:** You can be infected with COVID-19 without symptoms.
- The face cover is not a substitute for social distancing.

The face cover should:

- Fit snugly but comfortably against the face.
- Be secured with ties or ear loops.
- Include multiple layers of fabric.
- Allow for breathing without restriction.
- If cloth, to be able to be laundered and machine dried without damage or change to shape.



Good Hygiene

Cover coughs and sneezes

If you are in a private setting and do not have on your face covering, when you sneeze or cough remember to always:

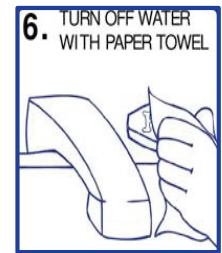
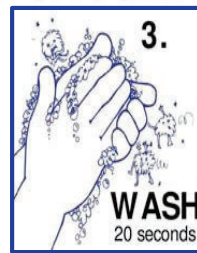
- cover your mouth and nose with a tissue or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately clean and wash your hands or inside of your elbow if bare skin.



Good Hygiene

Clean your hands often

- Wash your hands, for 20 seconds, often with soap and water especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.



- Use a hand sanitizer with at least 60% alcohol if soap and water is unavailable. Cover all surfaces of your hands and rub them.



Avoid touching your eyes, nose, and mouth with unwashed hands.

Good Hygiene

Keys Time to Wash Your Hands

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick
- Before and after treating a cut or wound
- After using the restroom
- After changing diapers or cleaning up a child who has used the restroom
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage
- After handling mail, packages, or grocery bags



Good Housekeeping

Clean and disinfect frequently touched surfaces daily

- This includes tables, doorknobs, light switches, countertops, handles, desks, microwaves, refrigerators, phones, keyboards, toilets, faucets, and sinks.
- Reduce clutter to ensure surfaces can be properly disinfected.
- If surfaces are dirty, clean them with detergent or soap and water prior to disinfection.
- CDC recommends wearing gloves when cleaning or caring for someone who is sick. Otherwise, frequent hand cleaning is recommended.



Cleaning & Disinfection

1. Evaluate your workplace

- Consider what items can be moved or removed completely to reduce frequent handling or contact.
- Determine what kinds of surfaces and materials make up the area. Most surfaces and objects will just need normal routine cleaning.

2. Develop a routine cleaning schedule with soap and water

Routine cleaning decreases the amount of germs and dirt on surfaces and objects.

3. Implement a disinfection schedule

Frequently touched surfaces and objects, such as light switches, desk, and doorknobs, will need to be cleaned, and then disinfected.

4. Ensure cleaning and disinfection strategies are sustainable.

Use of Appropriate Disinfectants

Ensure disinfectants are safe to users, surfaces, objects, and materials.

- Use [EPA-approved Disinfectants](#) or Alternative Disinfectants
 - 1/3 cup of bleach added to 1 gallon of water
Bleach solutions are effective for disinfection up to 24 hours.
 - 70% Alcohol Solution
 - Use water at room temperature for dilutions unless stated otherwise on the label
 - Use no more than the recommended amount of cleaning solution.
- Ensure all containers of cleaning and disinfectant solutions are properly labeled and sealed.

How to Disinfectant

- Wear disposable gloves to clean and disinfect.
- Consider eye protection for potential splash hazards.
- Ensure adequate ventilation prior to cleaning.
- Read and follow the container label and the manufacturer's instructions.
- Ensure sufficient contact with surface or object.
- Clean surfaces in accordance with your cleaning and disinfection schedule and strategies.
- Store the cleaning solutions according to the manufacturer, and away from heat and direct sunlight.

DO NOT mix bleach or other cleaning and disinfection products together.

Disinfecting Electronics

- Remove visible contamination if present with a lint-free cloth, such as a screen wipe or a cloth made from microfiber.
 - Ensure moisture does not get into any openings to avoid damage.
 - Avoid excessive wiping and submerging item in cleanser.
 - Unplug all external power sources and cables as necessary.
 - Do not use aerosol sprays, bleach or abrasive cleaners.
 - Never spray cleaner directly on an item. Consider use of wipeable covers for electronics.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens.
- ✓ *Never ingest, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm.*

Cleaning / Disinfection Decision Tool

MAKING YOUR PLAN TO CLEAN AND DISINFECT

Cleaning with soap and water removes germs, dirt, and impurities from surfaces. It lowers the risk of spreading infection.

Disinfecting kills germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection.



Is the area indoors?

YES

It is an indoor area.

NO

Maintain existing cleaning practices.

Coronaviruses naturally die in hours to days in typical indoor and outdoor environments. Viruses are killed more quickly by warmer temperatures and sunlight.

Has the area been occupied within the last 7 days?

YES

Yes, the area has been occupied within the last 7 days.

NO

The area has been unoccupied within the last 7 days.
The area will need only routine cleaning.



Is it a frequently touched surface or object?

YES

Yes, it is a frequently touched surface or object.

NO

Thoroughly clean these materials.
Consider setting a schedule for routine cleaning and disinfection, as appropriate.



What type of material is the surface or object?

Hard and non-porous materials like glass, metal, or plastic.

Visibly dirty surfaces should be cleaned prior to disinfection.

Consult EPA's list of disinfectants for use against COVID-19, specifically for use on hard, non-porous surfaces and for your specific application need. More frequent cleaning and disinfection is necessary to reduce exposure.

Soft and porous materials like carpet, rugs, or material in seating areas.

Thoroughly clean or launder materials.
Consider removing soft and porous materials in high traffic areas. Disinfect materials if appropriate products are available.



Source : [EPA & CDC](#)

Returning to Campus

- We encourage all our community members to follow CDC and safety guidelines when using mass transit and ride share services to commute to and from work.
- We encourage those who have an opportunity to be tested prior to returning to campus to do so.
- We strongly recommend that everyone self-monitor for symptoms of COVID-19 and consider using the [CDC self check application](#) or the [State of New Jersey symptom checker](#).
- NJIT will cooperate with state and local health officials in their contact tracing protocols.

Testing and Monitoring

- Testing, with negative results, will be expected before faculty, staff and students return to campus. More definitive information will be provided when available.
 - refer to the NJIT Pandemic Recovery website for updates
- Continue to self-monitor

What if I Feel Sick: Faculty and Staff

- Stay home
- Get tested
 - If positive, request COVID-19 sick time
 - Notify your supervisor/department chair and Human Resources
 - Self-quarantine

What We Are Doing?

- Supplying 2 cloth face coverings-one to wear and one to wash
- Protective gear, as appropriate for your work location
- HVAC systems operate with increased ventilation and filtration
- Frequently clean and disinfect common areas on campus
- Hand sanitation stations
- Creating social distancing protocols
- Automatic doors and motion sensors (sinks and toilets)
- [CDC print resources](#) have been and will continue to be hung around campus

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-nCoV/prevent-getting-sick/dy-dath-face-coverings.html>

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see:

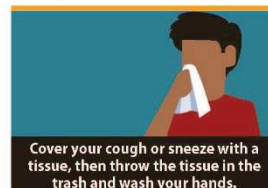
[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



Stay at least 6 feet
(about 2 arms' length)
from other people.



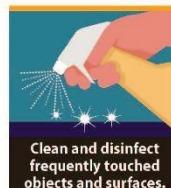
Cover your cough or sneeze with a
tissue, then throw the tissue in the
trash and wash your hands.



When in public, wear a
cloth face covering over
your nose and mouth.



Do not touch your
eyes, nose, and mouth.



Clean and disinfect
frequently touched
objects and surfaces.



Stay home when you are sick,
except to get medical care.



Wash your hands often with soap
and water for at least 20 seconds.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



Do I have Options?

- Reasonable Accommodation Policy
 - Request form <http://hr.njit.edu/employees/forms/>
- Faculty and instructional staff should consult with their department chairs for available course delivery options.

Phased Recovery- Staff

In Phase 2:

- ✓ 25% of staff return to campus
- ✓ Face coverings required
- ✓ Social distancing required

In Phase 3:

- ✓ 50% of staff return to campus
- ✓ Face coverings required
- ✓ Social distancing required

Phased Recovery- Delivering Instruction

In Phase 3:

- ✓ Converged learning fully implemented
- ✓ Social distancing maintained
- ✓ Face coverings required
- ✓ Appropriate PPE in labs and studios

Phased Recovery- Conducting Research

In Phase 2:

- ✓ Most research restarted with approval
- ✓ Significant social distancing and restricted lab occupancy
- ✓ Appropriate PPE

In Phase 3:

- ✓ Most research restored
- ✓ Minimal social distancing
- ✓ Appropriate PPE

Phased Recovery- Dining Services

In Phase 2:

- ✓ Dining rooms and all seated restaurants are closed
- ✓ Pre-packaged food, utensils and beverages available for contactless delivery or pick-up

In Phase 3:

- ✓ Dining areas ensure social distancing
- ✓ GDS associates serve all food
- ✓ Takeaway service encouraged
- ✓ Disposable beverage containers, flatware and to go packaging used

Reporting Violations

- Staff:
 - Within your division-department manager and/or vice president
 - Outside your division-Human Resources and/or Public Safety
- Faculty:
 - Within your school-department chair or dean
 - Outside your school-Provost, Human Resources and/or Public Safety

Reminders...

Please review and comply with all university, college, department, and center pandemic recovery plans and procedures:

<https://www.njit.edu/pandemicrecovery/>

If you believe you may have been exposed to or have symptoms of COVID-19, we encourage to report this information to your supervisor.

Face coverings should be worn at all times. During lab activities, disposable face mask should worn and disposable/lab gloves should be worn for lab work or cleaning and disinfecting only. Face shields are to be worn, as appropriate.

Social distancing, good hygiene, and good housekeeping are critical in preventing the spread of COVID-19.

Resources and Information

- CareBridge, Employee Assistance Provider (faculty and staff)
 - (800) 437-0911 (NJIT Access Code: BTM9C)
- [NJIT Pandemic Recovery Plan](#)
- [NJ The Road Back: Restoring Economic Health through Public Health](#)
- [Newark Recovery and Reopening Strikeforce](#)
- [CDC Considerations for Institutes of Higher Education](#)
- [White House Guidelines for Opening Up America Again](#)

Take the Quiz!

- In order to get “credit” for this program, you are required to complete a short quiz and score 90% on the quiz.
- Your quiz grade will be recorded in the course gradebook.
- The quiz can be accessed and completed by clicking on “Quiz” under the “Navigation Menu.” You may attempt the quiz multiple times until you score the required 90%. Your score will be recorded in the gradebook.

NJIT

New Jersey Institute
of Technology